

City Council Chambers
29844 Haun Road
Menifee, CA 92586



City of Menifee
Quality of Life (Measure
DD) Oversight Committee
Meeting Agenda

Michael Cano, Chair
Edward Samuelson, Vice Chair
Al Powers, Committee Member
April Smith, Committee Member
Michael Knighten, Committee Member

Tuesday, April 26, 2022
3:00 PM Special Meeting

SPECIAL AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MEETING MINUTES
 - 4.1 February 17, 2022 Special Meeting Minutes
5. DISCUSSION ITEMS
 - 5.1 Quality of Life (Measure DD) Proposed FY 2022/23 Budget Review

Recommended Action:

Review the recommended Quality of Life budget for fiscal year 2022/23 and recommend approval to City Council at its budget workshop on May 4, 2022.

6. ADJOURNMENT

Decorum Policy Notes

Please use a speaker request form when you wish to address the Committee. The Committee anticipates and encourages public participation at its Committee meetings, both on agenda items and during the public comments period. Please use respect by not having your cell phones on, refrain from talking in the audience or outbursts that may be disruptive. While we encourage participation, we ask there be a mutual respect for the proceedings.

Agenda Materials

Materials related to an item on this Agenda, including those submitted to the Committee after distribution of the agenda packet, are available for public inspection by contacting Mandy Stephens, at (951) 723-3776 during normal business hours.

Compliance with the Americans with Disabilities Act

If you need special assistance to participate in this meeting, you should contact Stephanie Roseen, Deputy City Clerk, at (951) 723-3710. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

City Hall Council Chambers
29844 Haun Road
Menifee, CA 92586



City of Menifee
Quality of Life (Measure
DD) Oversight Committee
Meeting Minutes

Michael Cano, Chair
Edward Samuelson, Vice Chair
Al Powers, Committee Member
April Smith, Committee Member
Vacant, Committee Member

Thursday, February 17, 2022
2:00 PM Special Meeting

Minutes

1. CALL TO ORDER

Chair Michael Cano called the meeting to order at 2:01 p.m.

2. ROLL CALL

Present: Al Powers, April Smith, Edward Samuelson, and Michael Cano.
Absent: None

3. PLEDGE OF ALLEGIANCE

Committee Member Powers led the flag salute.

4. APPROVAL OF MEETING MINUTES

4.1 December 9, 2021 Special Meeting Minutes

The minutes were approved 4-0.

5. DISCUSSION ITEMS

5.1 Receive an update on Capital Improvement Projects and Status (No report attached).

Public Works Director Nick Fidler presented the Capital Improvement Program update. Committee member Powers asked how the status of completed projects is presented to the residents, other than on the website. Mr. Fidler said there are weekly updates on multiple outlets including Newsflash, Nextdoor and Twitter. Principal Engineer Carlos Geronimo added that there are quarterly updates in the Menifee Matters publication.

5.2 Quality of Life (Measure DD) Mid-Year Budget Update

Deputy Finance Director Wendy Preece presented the mid-year adjusted budget and Assistant City Manager Rochelle Clayton presented the proposed expenditures. Police Captain Karrer explained the vehicle and equipment requests in detail.

Chair Cano asked if there is a plan to extend the lease for any of the buildings and Ms. Clayton explained that the City is looking at various options, including a new city hall facility to include the police department and possibly purchasing a building based on feasibility and financing.

Committee member Powers asked about the status of the Bank of America building. Ms. Clayton said the building had been purchased but is not currently occupied.

Committee member Powers asked how many police officers should be employed for Menifee's population of 105 thousand residents. Police Chief Pat Walsh said it would depend on the number of calls for service received. He gave the example of the City of Murrieta who have a population of 133 thousand residents, and they have 103 sworn police positions. Menifee Police Department currently has 77 sworn positions, and the optimal amount would be 90-100 sworn positions.

ACTION

Reviewed the recommended mid-year Budget Adjustments and recommended approval to the City Council at its meeting on March 2, 2022.

MOVER: Ed Samuelson

SECONDER: Al Powers

AYES: Smith, Powers, Samuelson, Cano

NAYS: None

ABSENT: None

6. ADJOURNMENT

Committee Chair Cano adjourned the meeting at 2:41 p.m.

Mandy Stephens, Executive Assistant

CITY OF MENIFEE

SUBJECT: Quality of Life (Measure DD) Proposed FY 2022/23 Budget Review

MEETING DATE: April 26, 2022

TO: Quality of Life Measure (DD) Oversight Committee

PREPARED BY: Wendy Preece, Deputy Finance Director

REVIEWED BY: Regina Funderburk, Chief Financial Officer

APPROVED BY: Rochelle Clayton, Assistant City Manager

RECOMMENDED ACTION

Review the recommended Quality of Life budget for fiscal year 2022/23 and recommend approval to City Council at its budget workshop on May 4, 2022.

BACKGROUND

The Measure DD Oversight Committee is the newest committee established in February of 2017, after the voters approved a one percent sales tax, Measure DD, in the 2016 general municipal election. The committee is now referred to as Quality of Life Measure (DD).

The Quality of Life Measure (DD) Oversight Committee was established to serve as an advisory body to the City Council and review and monitor the appropriation of sales tax proceeds from Measure DD. Resolution 20-982 amended Resolution No. 17-593, which established the Measure DD Oversight Committee, and updated the Committee guidelines to align with all other Committee guidelines, and is attached for reference.

DISCUSSION

The proposed FY 2022/23 Quality of Life budget is indicated below in **Table 1**. The proposal includes Code Enforcement, CalFire, and Menifee Police Services. Included in **Table 2** is an update on the current Capital Infrastructure projects. The services included address the three core services promised to the voters in November 2016.





Table 1.
Quality of Life (Measure DD)
FY 2022/23 Proposed Budget

Estimated FY 2022/2023 Revenues: **\$ 18,126,000**

Proposed FY 2022/2023 Expenditures:

Code Enforcement	\$ 387,807
CalFire	10,371,976
Menifee Police Department	<u>7,366,217</u>
Total Proposed FY 2022/2023 Expenditures:	\$ 18,126,000

Proposed FY 2022/2023 Budget Surplus/(Deficit): \$ -

There is no capital project funding requested in the new FY 2022/23 proposed Quality of Life budget as there is over \$9 million in the current fiscal year (FY 2021/22) for project funding. Below is a summary update of the ongoing projects with the remaining available budget and the status of each project.

Table 2.
(Continued on next page.)

**Quality of Life (Measure DD)
 FY 2021/22 Capital Project Update**

<u>Project Description</u>	<u>Balance</u>	<u>Status</u>
Bradley Road Bridge	\$ 744,383	Plans @ 90%, Estimated start February 2024
Holland Road Overpass	3,655,414	Plans @ 100%, Estimated start September 2022
Menifee Police Headquarters	640,000	Transfer out \$300k to TS project, \$100k to PMP
HSIP Cycle 9 Median Grant	55,379	Project Completed
Fire Station #68 Remodel	370,000	Plans @ 100%, Estimated start July 2022
New Quail Valley Fire Station	3,453,433	Plans @ 95%, Estimated start August 2022
Hillpointe Community Resurfacing	17,370	Project Completed
McCall Blvd PMP - Encanto to Antelope	29,888	Project Completed
Premier Community Resurfacing	68,200	Project Completed
Rancho LaVita Community Resurfacing	103,711	Project Completed
Peacock Community Resurfacing	93,062	Construction Underway
Menifee Road Resurfacing - Holland to Newport	135,098	Plans @ 30%, Estimated start August 2022
Normandy Road Pedestrian Improvements	216,100	Plans @ 95%, Estimated start June 2022
Romoland Grid Resurfacing	105,187	Plans @ 35%, Estimated start September 2022
Bldg/Land Purchase Sun City Blvd	230,137	Purchase Under Review
	\$ 9,917,362	

FISCAL IMPACT

The proposed fiscal impact is \$18,126,000, which is equivalent to the projected revenues for Fiscal Year 2022/23 and presents a balanced budget. If the Quality of Life Committee recommends approval to the City Council of the FY 2022/23 Quality of Life Proposed Budget, and the City Council adopts the recommended budget, the budget will be posted into the City's financial system and used as a guide for FY 2022/23 City operations.

ATTACHMENTS

Resolution 20-982

RESOLUTION NO. 20-982

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENIFEE, CALIFORNIA, REPLACING RESOLUTION NO. 17-593, UPDATING THE MEASURE DD OVERSIGHT COMMITTEE GUIDELINES

WHEREAS, City committees have a primary role to encourage increased public input and citizen participation; and

WHEREAS, the City Council recognizes Committee and Commission Members to be a valuable resource when given the opportunity to plan and implement projects to meet real community needs; and

WHEREAS, on February 1, 2017 the City Council adopted Resolution No. 17-593; establishing the Measure DD Oversight Committee; and

WHEREAS, there is a need to update the Measure DD Committee Guidelines, standardizing all Committee guidelines; and

WHEREAS, commencing January 2021, following each regular municipal election and per the Maddy Act requirements, the Mayor and Councilmembers shall make their Committee appointments.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MENIFEE, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:


Section 1. Committee Composition The composition of the Measure DD Oversight Committee shall consist of five members; four members appointed by each Councilmember from their respective district and one appointed at-large, by the Mayor. At the time of his or her appointment, and during his or her tenure of office, each Committee Member shall reside within the City of Menifee and in the district of the Councilmember that has appointed them.

Section 2. Committee Purpose To promote public service and community involvement, with, for and by residents, to review, monitor, and oversee the appropriation of sales tax proceeds and previous expenditures from Measure DD and to make recommendations to the City Council that the proposed use of sales tax proceeds from Measure DD is consistent with the purpose of Measure DD.

Section 3. Committee Appointment At the first City Council meeting following each regular municipal election, commencing January 2021, the Mayor and Councilmembers shall appoint their Committee Members as required by the Maddy Act with the benefit of recommendations made through City staff liaisons. Committee Members shall serve until their successor is appointed and qualifies. In the case of an unexpected vacancy, the appointing Councilmember or Mayor shall appoint a new Committee Member at the next available Council Meeting following the application process.

Section 4. Committee Rules and Procedures That the Oversight Committee shall comply with the Ralph M. Brown Act, other applicable local and state laws and regulations, this Resolution and City Council Policy No. 1 (Rules of Decorum) and the Oversight Committee guidelines as outlined in "Exhibit A".

PASSED, APPROVED AND ADOPTED on this 2 day of December 2020.

DocuSigned by:

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Bill Zimmerman, Mayor

Attest:

DocuSigned by:

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Sarah A. Manwaring, City Clerk

Approved as to form:

DocuSigned by:

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Jeffrey T. Melching, City Attorney

EXHIBIT A
Menifee Measure DD Oversight Committee Guidelines

1. Powers, Duties, and Responsibilities.

The Menifee Oversight Committee shall follow the general powers, duties and responsibilities set forth in City Council Policy No. 1, City of Menifee Municipal Code and all other Ordinances and regulations of the City of Menifee and with the laws of the State of California:

- A. Promote community involvement, with, for, and by residents.
- B. Review, monitor and oversee the appropriation of sales tax proceeds and previous expenditures from Measure DD.
- C. Make recommendations to the City Council that the proposed use of sales tax proceeds from Measure DD is consistent with the purpose of Measure DD.

2. Eligibility for the Measure DD Oversight Committee

The following criteria will be considered for eligibility as a member of the Measure DD Committee:

- A. Applicants must be registered voters and residents of the City of Menifee.
- B. Members of the Measure DD Oversight Committee shall not hold any paid office or employment with the City of Menifee.
- C. Committee Members are required to sign that they have read and agree with the City Council adopted Ethics Policy. Failure to comply could result in removal from the Committee.
- D. Committee Members are required to submit a Statement of Economic Interest (Form 700.)
- E. Committee Members are required to attend bi-annual AB1234 training. Failure to comply could result in removal from the Committee per Policy No. CC-23.

3. Procedure

A. Composition of the Measure DD Oversight Committee

- 1. The Measure DD Oversight Committee consists of five members: four district-represented members appointed by each Councilmember, and one at-large member appointed by the Mayor.

B. Support

- 1. The City Manager or his/her designee shall be the City Council's liaison to the Measure DD Oversight Committee.

C. Measure DD Oversight Committee Officers

1. Chairperson: shall be appointed by the Measure DD Oversight Committee members each January to begin office on February 1, annually; The Chair shall facilitate the meetings of the Committee and shall insure committee items are placed on the agenda.
2. Vice-Chair: shall be appointed by the Measure DD Oversight Committee members each January to begin office on February 1, annually; The Vice-Chair shall assist the Chair as requested and facilitate the meetings in the absence of the Chairperson.
3. The Secretary: A City staff liaison shall act as the Committee Secretary; The Secretary will:
 - Record the minutes of Measure DD Oversight Committee meetings; and
 - Format and send meeting minutes to the committee for approval; and
 - The City Clerk, or their designee, will maintain records related to the Measure DD Oversight Committee

D. Measure DD Oversight Committee Meetings

1. The Measure DD Oversight Committee will hold two regular meetings per year; one time prior to the approval of the fiscal year budget and once prior to the mid-year budget review. The Committee may hold other special meetings as needed. The exact date and time will be determined by the members of the Committee.
2. Meetings will be conducted according to the Ralph M. Brown Act.
3. Meetings may take place when a quorum is present; a quorum will be reached when half the Measure DD Oversight Committee members plus one are in attendance.
4. The City Council or staff liaison shall place items on the agenda according to the necessity and/or urgency of Council to have items reviewed by the Measure DD Oversight Committee.
5. Future agenda requests may be made and seconded by one of the Measure DD Oversight Committee Members.
6. Measure DD Oversight Committee Members are expected to be present unless excused with prior notice to the staff liaison or Chairperson. A Committee Member with one unexcused meeting absence during a twelve-month period may be removed at the close of the meeting during which the absence occurs and the vacancy shall be filled according to the Maddy Act.

E. Measure DD Oversight Committee Member Term Limits

1. Committee Members representing their district and the Mayor may serve two-year terms.
2. There shall be no limit to the amount of terms a Committee Member may serve.
3. At the discretion of the City Council, a Committee member may be excused from further participation, in the event it is deemed necessary for the benefit of the Committee as a whole.



STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss
CITY OF MENIFEE)

I, Sarah A. Manwaring, City Clerk of the City of Menifee, do hereby certify that the foregoing Resolution No. 20-982 was duly adopted by the City Council of the City of Menifee at a meeting thereof held on the 2nd day of December 2020 by the following vote:

Ayes: Deines, Liesemeyer, Sobek, Zimmerman

Noes: None

Absent: August

Abstain: None

DocuSigned by:
Sarah A. Manwaring
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Sarah A. Manwaring, City Clerk